

DD/S 71-2536

2 JUL 1971

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Suggestion for a Lunch Time Speaker Program

1. This memorandum suggests action on your part in paragraph 3.

25X1 2. The Management Advisory Group (MAG) forwarded a suggestion by [ ] for a noontime speaker program. Mr. [ ] noted, on your behalf, there might be some merit in the idea, and we agreed certainly with the intent of the suggestion. Since the Office of Training had embarked on a program of opening certain Training lectures to larger Agency audiences, we passed the proposal along to Dr. Cunningham for comment. His response is attached. We believe that the concerns which he expresses probably are the same ones [ ] note reflected you held. It certainly appears that the plan which Hugh has put in motion is addressed to the same basic desire as Mr. [ ] and the MAG's proposal. I think that they would agree that OTR's effort should at least get a chance to be tried. Dr. Cunningham acknowledges the possibility that some less formal noontime program might be possible.

25X1 3. I suggest that the proposal by Mr. [ ] and MAG be acknowledged with a note that something of the same is currently under way by the Office of Training. As far as that goes, I would see no reason why Hugh's memorandum couldn't be passed to them.

(Signed) John W. Coffey

John W. Coffey  
Deputy Director  
for Support

Att

Memo dtd 18 June 71 for ADD/S fr DTR,  
same subj

cc: Director of Training

ADD/S:RSW/ms (28 June 71)

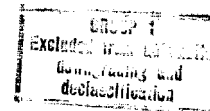
Distribution:

Orig - Adse, w/o of Att (DD/S 71-2460)

1 - ER, w/cy of Att

1 - DD/S Subject, w/cy of Att & Background (71-1816)

1 - DD/S Chrono, w/o Att 1 - RSW Chrono, w/o Att



~~CONFIDENTIAL~~

DIP-6442

PD/S

71.2460

18 JUN 1971

MEMORANDUM FOR: Assistant Deputy Director for Support

SUBJECT : Suggestion for a Lunch Time Speaker Program

1. We have had several discussions within OTR concerning Mr. [ ] proposal for a lunch-hour speaking program. I agree that there are many talented people within the Agency--some of whom could speak on subjects of general interest. I have some reservations about the "vast amount of talented personnel" who could, in fact, put their subjects over in a program of the kind suggested by Mr. [ ]

25X1

25X1

2. As you know, I have already put in motion a plan which proposes to use talent of this kind--as well as external talent--in the Headquarters auditorium. [ ] appearance is a case in point, and I have directed the chairmen of the Senior Seminar, Advanced Intelligence Seminar, and Mid-Career courses to propose other such speakers who could be used in this way during their courses next fall.

25X1

3. To date we have not tried the "lunch-hour" approach, and my reaction to a systematically developed program as suggested tends to be on the skeptical side. In my judgment the types of speakers and the topics proposed by Mr. [ ] and MAG are deserving of somewhat more special treatment than an informal lunch hour situation. I would be quite hesitant to ask one of our Deputy Directors or a distinguished guest such as Marshall Green to appear in what would probably be a rather casual setting--with uncertain attendance, and probably a good deal of shuffling around. And on the other hand--the appearance of these key people at this unusual hour would be a consistently uncertain factor.

25X1

4. My recommendation is that we continue along the path I have already charted. The appearance of key men such as the ones suggested should bring little inconvenience in letting staff members attend for an hour or two and, in my opinion, a more formal, scheduled non-luncheon period would be considerably more flattering to the speakers involved. However, we would make an effort to sound out a few and may find some who would prefer an informal "lunch-hour" get-together. In those instances this proposal would be acceptable.

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Page 2 - Suggestion for a Lunch Time Speaker Program

5. In summary, the concept of a series of programs limited to the lunch time has some serious drawbacks--not the least of which is that many employees would not be available to attend at this hour. A mix in the scheduling times can in large part overcome this objection.

HUGH T. CUNNINGHAM  
Director of Training

~~CONFIDENTIAL~~

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UNCLASSIFIED		CONFIDENTIAL		SECRET	
OFFICIAL ROUTING SLIP					
TO	NAME AND ADDRESS		DATE		INITIALS
1	Director of Training Rm 819, 1000 Glebe				
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ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
Remarks:					
Hugh -					
The attached is self-explanatory. We'd like your comments or reaction at your earliest convenience.					
/s/ Robert S. Wattles					
Robert S. Wattles					
Att					
DD/S 71-1816					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
Assistant Deputy Director for Support 7D18, Hqs				17 MAY 1971	
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Page No. 007 Use previous editions

ADD/S:RSW/ms (14 May 71)

Distribution:

Orig RS - Adse, w/O Att

1 - DD/S Chrono, w/o Att

1 - DD/S Subject, w/cy Att

DD/S 71-1816: RS to DD/S fr [redacted], O/ExDir, dtd 10 May 71, w/att:

Memo dtd 23 Apr 71 for Ex. Dir.-Compt. fr MAG, subj: Lunch Hour Speaking Program, w/Att

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25X1

Since no chance on  
this at 13 May Dep's Mtg,  
would you please talk  
over with Hugh Cunningham  
& get his views. We could  
then perhaps do note back  
to Ex Dir giving our reactions  
& suggestions for Dep's agenda

TWC

14 MAY 1971

STAT

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7 June 71

Mr. Wattles -

Have you heard anything  
from OTR re this?

p.

*No - please  
follow up -*

-----  
9 June - Mr. [ ] secretary  
says she has been keeping close  
track of this. Mr. [ ] et al  
working on reply - on 1 June they

indicated it would be completed in a  
"couple of days"-- This morning,  
(over).

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Carol reminded Mr. [REDACTED]

STAT

She will advise status later.

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17 June

Carol is following. She


talked with Mr. [REDACTED]

STAT

yesterday -- paper now

ready for typing.



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	ACTION	DIRECT REPLY	PREPARE REPLY
	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN
	CONCURRENCE	INFORMATION	SIGNATURE
<b>Remarks:</b>  <p style="text-align: center;">Colonel White sees some merit but a few problems in the attached proposal which has been forwarded to MAG. He asked for your views.</p> <div style="text-align: right;">   BE </div>			
<b>FOLD HERE TO RETURN TO SENDER</b>			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
O/Executive Director/			10 May 71
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FORM NO. 237 Use previous editions

(40)

Executive Registry

71-8508

CONFIDENTIAL

DD/S

71-1816

CENTRAL INTELLIGENCE AGENCY  
MANAGEMENT ADVISORY GROUP

23 April 1971

MEMORANDUM FOR: The Executive Director-Comptroller  
SUBJECT : Lunch Hour Speaking Program

In line with MAG's announced desire to encourage suggestions from other Agency employees for possible transmittal with our endorsement, the accompanying proposal for a lunch hour speaking program is herewith transmitted as one having merit in our view.

MAG would like to add to the proposal a suggestion that speakers be drawn from outside the Agency as well as in-house. These could be speakers from other Government components as well as persons outside the Government with perspectives quite divergent from those inside. Thus, the list of possible speakers given in the accompanying proposal might be extended to include speakers and topics such as the following:

Marshall Green, "China's Opening Door"  
I.F. Stone, "The Public's Need To Know"

Mr.  has been informed that we are transmitting his proposal.

25X1

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MEMORANDUM FOR: Management Advisory Group

SUBJECT : Suggestion for a Lunch Hour  
Speaking Program

1. I would like to surface the following to your group for possible consideration:

a. I feel that steps should be taken within the Agency to use the vast amount of talented personnel available to make informal presentations to staff audiences at Headquarters. A variety of in-house officers could be asked to speak on subjects of general interest to a large number of personnel within the Agency.

b. I envision a program that would be run during lunch hours and possibly even replace the current movie program. The initial program could be set up to run for a period of four weeks. At the end of which time, the program should be evaluated and, if response to the program warrants it, it could continue on a monthly basis.

c. The program should be energetic, exciting, and "straight from the shoulder". I feel that the views presented should not always necessarily represent the views of the Agency, but those of the speaker. I realize that there could be problems in this area and solicit your views.

d. I feel that topical discussions on such subjects as world affairs, drug usage, the role of CIA in today's government, management, etc., would be of interest to a large cross section of Agency employees. Several topics and speakers for consideration are as follows:

- I. Robert Wattles, "Positive Thinking"
- II. Bruce Clarke, "The Soviet Missile Threat"
- III. [REDACTED] "Symptoms of Middle Management"
- IV. Carl Duckett, "The Role of Science and Technology within the Agency"

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My thinking would be that a speaker would use 15 to 20 minutes to present his subject and allow 10 to 15 minutes for discussion with a maximum time lapse of 30 minutes. These are only suggestions. I have not contacted anyone concerning an appearance or their possible topics. I purposively picked two substantive topics and two philosophical topics.

2. For the past few years we have heard a great deal concerning the attrition of our senior personnel and what the Agency is doing to offset any possible vacuum. I feel that this Agency is blessed with a vast amount of talented and dynamic individuals, some of whom will be retiring in the next few years. It is my hope that we can draw upon their knowledge and present it to those who will be involved in running this Agency in the future.

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Administrative/Officer, OSR

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